

Minutes of Meeting on 25th November 2021
Meeting of Elmstead Neighbourhood Plan Steering Group
Community Centre, School Road, Elmstead Market, CO7 7ET

Present: Cllrs Amanda Brennan, Sally Fairey and Gill Williams, Mr Adam Gladwin (Chairman) and Mrs Holly Ward.

Also Present: Mrs A Baxter (clerk)

21/012 Chairman's resignation. Election of new Chairman

It was announced that Mr Lucas Carroll has regrettably resigned as Chairman and from the committee.

It was resolved for Mr Gladwin to be elected as Chairman.

Proposed: Cllr Fairey, Seconded: Cllr Brennan, all in favour.

21/013 Election of new Vice-Chairman

It was resolved for Mrs Ward to be elected as Vice-Chairman.

Proposed: Cllr Brennan, Seconded: Cllr Fairey, all in favour.

21/014 Apologies for Absence.

Apologies were received from Cllrs Maxine Jeggo, Martine Ward and Mr Mick Champion.

21/015 Declaration of Pecuniary Interests and Personal Interests.

None.

21/016 Approval and signing of the minutes from 20th September 2021.

It was resolved to accept the minutes from 20th September 2021 as true and accurate.

Proposed: Mr Gladwin, Seconded: Cllr Brennan, all in favour.

21/017 Public Speaking

There were no members of public present.

21/018 Feedback from NP Exhibition

i) Feedback from the public regarding draft policies.

ii) Is there any indication at this stage that draft policies may need revising?

The feedback comments were discussed, the majority were in favour. It was agreed that there was no indication that the draft policies need revising.

An additional proposal was put forward by Oneill Homer to lower the affordable housing threshold to 5 units or fewer, which may be possible as Elmstead is a designated rural area. The Housing Needs Assessment shows a clear need for affordable housing in Elmstead. It was resolved to be in favour of this policy.

Proposed: Cllr Brennan, Seconded, Cllr Williams. All in favour.

21/019 Survey

i) To discuss questions for the survey.

ii) To discuss the process for the survey.

It was discussed that to include the explanations for and questions on every policy would be information overload. We could focus on the more controversial policies. Mrs Baxter is to check with Oneill Homer whether we need to question every policy. We can signpost to the exhibition boards on the PC website.

Mr Gladwin will have time next week to look at the survey questions and format, and the SG will work on these by e-mail, with the intention that a draft will be ready for the next SG meeting. The survey will be electronic and hard copy as before.

Signature

Date

Minutes of Meeting on 25th November 2021
Meeting of Elmstead Neighbourhood Plan Steering Group
Community Centre, School Road, Elmstead Market, CO7 7ET

It was discussed how to distribute the survey as the timing will not work with the Upmarket distribution. Mrs Baxter will ask the person who has delivered for Alresford PC if he would be willing to do the same, for a fee.

The survey will be distributed the week commencing the 13th December with a completion deadline of the end of the year. It was discussed whether we should wait until January, because of Christmas, but that will delay the completion of the Neighbourhood Plan. It was asked whether we should consider assisted care living and that we could consider this for the next 5-10 years.

21/020 Green Spaces

To discuss the green spaces to be allocated, whether they meet the criteria and the process for communicating with the landowners.

A list was reviewed, and it was agreed that although some of the green spaces already have a different form of protection, we'll send letters to all the landowners to treat all green spaces consistently. Some letters will need additional wording, Mr Gladwin will identify those for Mrs Baxter. All letters will need a site plan, Mr Gladwin will do these.

21/021 Housing Needs Assessment

To discuss any comments to return to Aecom on the above. To review comments from Oneill Homer on the above. Will we need an extension beyond 29th November to return our comments?

It was discussed that the HNA recommends that the future balance of housing is heavily weighted towards smaller homes and estimates that 37 households may be interested in affordable home ownership over the plan period.

The report from Oneil Homer was discussed and it was felt that there was nothing the Steering Group could add. It was agreed to send the report to Aecom as it is.

21/022 Feasibility Study

An update. To include TDC's response to Oneill Homer's request to discuss the principles of development on the Community Centre site and an update on a meeting to be held 22nd November with Brendan O'Neill and Cllrs Brennan and Fairey.

It was updated that in response to the above, TDC has asked for a pre-application to be made, which Brendan has never come across before. It was also pointed out by TDC that there is a policy which resists the loss of community facilities unless replacement facilities are provided. It was discussed that TDC should know that we are getting a new, larger community centre with enhanced facilities. Brendan has sent a reply and we will see what the response is. We may need to take it further if our consultants are unable to progress the feasibility study. We could ask Mr Guiver (TDC Director of Planning) when we next meet him.

It was suggested that we include in the policy regarding the use of the Community Centre site a provision that nothing would be done until the new Community Centre is up and running. Mrs Baxter will ask Leani.

21/023 Technical Support – Design

An update

A kick-off meeting was held with Ben Castell (Aecom), and he is to come to Elmstead to view the village. Mrs Baxter will chase up on this.

21/024 Outstanding Tasks

To discuss any work still outstanding.

None at the moment.

Signature

Date

Minutes of Meeting on 25th November 2021
Meeting of Elmstead Neighbourhood Plan Steering Group
Community Centre, School Road, Elmstead Market, CO7 7ET

21/025 Items for the next agenda or for information only

None.

21/026 Date of next meeting

ONeill Homer requests an early December date to enable them to prepare the NP ready for January.

It was agreed to hold the next meeting on Tuesday 7th December.

The meeting closed at 9.09pm.

There being no further public business members were thanked for their attendance.

Minutes written by Mrs. A Baxter

Contact: 01206 827139

Signature

Date